

**Finance Subcommittee Meeting**  
**Thursday, August 16, 2022**  
**4:00 PM – 4:30 PM**  
**Conducted by Remote Participation**  
**Meeting Minutes**

Attendees: Sandy Pooler, Mike Mason, Kate Loosian  
Sy Nguyen, Victoria Clifford, Skanska USA Building, Inc.

**Call to order: 4:02 PM**

Sandy Pooler, Town Manager, opened the meeting conducted by remote participation as outlined in Governor Baker's order suspending certain provisions of the open meeting law on March 12, 2020, and explained how votes would be taken.

**Budget Update**

- Skanska gave an overall budget update.
- Sandy Pooler noted he is looking into 2023 borrowing and asked if our cashflow has varied based on projections.
  - o Skanska to follow up.

**Owners Contingency Update**

- No updates since last month. All transfers included in Budget Revision Request #6.

**Change Logs**

- Skanska gave an overview of the Change Log Summary and Change Log:
  - o Sandy Pooler asked if there is an update on delay of opening next fall and costs associated with it.
    - Skanska reported that the project team is in progress of working thru options with the School Administration and will be reporting finding on next School Building Committee.
- Contingency Log:
  - o Skanska discussed moving contingency to cover general requirements.
  - o Kate Loosian requested backup for basis of request if and when it comes to client for approval.
- Hold Log:
  - o Sandy Pooler asked if holds will affect the reimbursement for GR's.
    - Skanska to check and follow up

**Change Order #16 Review/Approval**

- Skanska presented Change Order #16 for a total of \$85,965.71.

- Skanska noted there was a calculation error in Change Order #13. A revised cover sheet is included as back up in this change order to correct the error.
- The following Change Requests are included:

CR 254R1 ASI-146 Rev to Bldg B Elec and Mech room layouts.	\$	13,966.72
CR 267R1 ASI-164 Various Steel Revisions Bldg B and C.	\$	11,136.96
CR 296R1 ASI-177 Various Steel and Concrete Revisions Phase 2/3.	\$	23,338.37
CR 337 ASI-098.3 Paint exposed wall brackets at Ph1 lightwell counters.	\$	4,281.90
CR 342R1 RFI-455.2 Rev to storm riser pipes routing Bldg C	\$	6,410.01
CR 353 ASI-211 Rev to Chase size in Bldg Part B (addt'l ceiling scope).	\$	953.79
CR 356R1 ASI-215 Rev to ductwork at Plotter & Stor.Rms (added venting).	\$	6,510.91
CR 404 ASI-240 Add steel channels reinforcing and column splice PH3.	\$	6,021.44
CR 414 ASI-245 Rev to CW details as Roof edge (added AVB mtl's)	\$	1,162.90
CR 426 ASI-252 Added doors at SuperInten't Office and new FP closet.	\$	5,814.01
CR 458 RFI-645 Provide sprinkler coverage at Mech Equip platform enclosure Part A	\$	6,159.29

- Kate Loosian noted that there are quite a few changes related to mechanical coordination and we should be mindful of this moving forward.

### **Consigli Requisition #28 Review/Approval**

- Skanska recommended approval of the Consigli AHS Requisition #28 for \$4,415,131.90.
- Kate Loosian asked if the phase 1 punch list will be closed by the end of this summer.
  - o Skanska answered, yes, that is the goal. Any items not punched by the end of summer will have a monetized value.
- Retainage log
  - o Includes retainage release.
  - o Monetized punch list included.

### **Meeting Minutes Approval**

- Skanska presented the 7/19/2022 Finance Subcommittee Meeting Minutes
- No comments from the Subcommittee.

Sandy Pooler asked for a motion to approve votes 1 thru 3:

1. Motion to approve Consigli AHS Requisition #28 for \$4,415,131.90.
2. Motion to approve Change Order #16 for a total of \$85,965.71.
3. Motion to approve the 7/19/2022 Finance Subcommittee Meeting Minutes.

Mike Mason made the motion. Kate Loosian seconded.

Sandy Pooler called a roll call:

- Kate Loosian: Yes
- Mike Mason: Yes
- Sandy Pooler: Yes

The motion was approved unanimously.

## **New Business**

- Kate Loosian asked for follow up on pre-buying furniture for FF&E Phase 2.
  - o Skanska to follow up.
- Sy Nguyen noted a meeting maybe needed on the August 25<sup>th</sup> or September 1<sup>st</sup> for a change order review prior to SBC meeting.
  - o The Subcommittee preferred 9/1.
  - o Skanska to follow up to schedule the meeting.

Kate Loosian moved to adjourn. Mike Mason seconded.

Sandy Pooler called a roll call:

- John Cole: Yes
- Mike Mason: Yes
- Sandy Pooler: Yes

The motion passed unanimously.

Meeting adjourned at 4:33 PM.